

# PRE-DISASTER MITIGATION GRANT PROGRAM (PDM) FUNDS AVAILABILITY FOR FY 2006

\*\*\*\*\*TIME SENSITIVE\*\*\*\*\*



October 25, 2005

**ATTENTION: Local Emergency Managers; State Agency Emergency Managers; Michigan Indian Tribes; Michigan Public Colleges and/or Universities; Regional Planning Commissions; EMD/MSP District Coordinators**

**Please read this notice carefully, important information follows regarding the PDM. DUE TO THE COMPLEXITY OF THE PDM PROGRAM, MSP/EMD STRONGLY ENCOURAGES EACH INTERESTED APPLICANT TO REVIEW THE FY 2006 PDM GUIDANCE LOCATED ON THE FEMA WEBSITE [www.fema.gov/fima/pdm](http://www.fema.gov/fima/pdm).**

**NOTE: Any local community or public college and/or university can apply for a PDM project grant, but the community, public college and/or university MUST have a FEMA approved local hazard mitigation plan or have fully participated in a county plan in order to RECEIVE the grant award.**

On August 5, 2005, the Federal Emergency Management Agency (FEMA) sent information to the Michigan State Police Emergency Management Division (MSP/EMD) on the FY 2006 PDM. The PDM program guidance is available and the application period is open. The PDM program guidance can be found at [www.fema.gov/fima/pdm](http://www.fema.gov/fima/pdm).

The PDM is designed to assist communities in funding pre-event, cost effective measures that reduce or eliminate the long term risk of damage to human life and property. The PDM may also provide funding for the development or maintenance of hazard mitigation plans. Federal PDM funds will be available at **UP TO 75%** federal share of the cost of the hazard mitigation measure.

**LETTERS OF INTEREST SHOULD BE RECEIVED BY THE CLOSE OF BUSINESS ON NOVEMBER 18, 2005.** POTENTIAL APPLICANTS ARE STRONGLY ENCOURAGED TO SUBMIT A LETTER OF INTEREST EARLIER THAN THE NOVEMBER 18, 2005 DEADLINE. Each jurisdiction submitting a letter of interest will be notified in writing whether or not their proposed project is eligible to make a formal application for funds. Information regarding the remainder of the application process will be forwarded at that time.

## **PDM Letter of Interest**

In order to be considered for this grant, please send a Letter of Interest to the Michigan State Police, Emergency Management Division, Attn: Karen Totzke, 4000 Collins Road, P.O. Box 30636, Lansing, MI 48909-8136; by facsimile at 517/333-4987, Attn: Karen Totzke; or by e-mail at [Totzkek@michigan.gov](mailto:Totzkek@michigan.gov). For all letters that are either e-mailed or faxed, a hard copy should follow in the mail.

The Letter of Interest **MUST** include the following components:

- ◆ Contact information for the primary point of contact, including an email address for program updates;
- ◆ Name of the municipality applying for funding consideration;
- ◆ A detailed description of the project;
- ◆ Identify the type of hazard to be mitigated;
- ◆ A list of damages incurred before the proposed mitigation action;
- ◆ The completion date of the hazard mitigation plan, if applying for PDM project funds;
- ◆ Indication on whether this project has been identified in the local hazard mitigation plan; and
- ◆ A cost estimate.

For your convenience, a list of damages (worksheet), which is attached, can include information on physical damage, loss of function damage from utility services such as electric power, potable water and wastewater, and traffic detour costs. It is recommended to document as much damage information as possible. Please feel free to attach additional pages as necessary. Due to the large amount of information needed for the project application, MSP/EMD would like to verify the proposed project would meet the benefit / cost analysis requirement before allowing the applicant to fill out a formal application.

**Failure to provide a detailed description of the project or the damages before mitigation may result in the elimination of the project from the selection process.**

#### **Project application and eligibility**

According to the FY 2006 PDM guidance, the sub-applicant **MUST** have a FEMA-approved hazard mitigation plan by the last day of National Evaluation to be eligible to receive project grant funding under the PDM program.

All potential applicants will have to submit their application information using the federal eGrants web-based application system. In order to access eGrants, the MSP/EMD will have to register each applicant as a user in the system. If an applicant has previously been granted rights to eGrants, MSP/EMD will not have to approve the user rights again, but will still issue correspondence as to whether or not the project meets the eligibility requirements. PDM grants are available to communities, and public colleges and/or universities on a nationally competitive basis. The applications will compete for funding on a nationwide basis with the other 49 states and U.S. territories. The completed applications will be evaluated by a National Selection Panel and selected for funding by the FEMA. Submitted applications must meet a benefit/cost analysis and environmental review criteria. **ANY PDM APPLICATION SUBMITTED TO THE STATE AND IDENTIFIED AS INCOMPLETE WILL BE ELIMINATED FROM THE STATE AND FEDERAL SELECTION PROCESS.**

**GRANT APPLICATIONS MUST BE ENTERED INTO THE FEDERAL EGRANTS WEB-BASED APPLICATION SYSTEM BY 11:59 P.M. ON DECEMBER 16, 2005.** This will ensure time for the MSP/EMD State Planning Unit staff and FEMA to review and provide comments on the application prior to submitting it for funding consideration. All applications are due to FEMA by 11:59 p.m. on Tuesday, January 17, 2006.

#### **General Information**

- Private non-profit agencies are not eligible to apply for the PDM, although a local government may apply on their behalf.
- Private colleges and universities are not eligible to apply for the PDM, although a local government may apply on their behalf.
- All applicants and sub applicants must be participating in the National Flood Insurance Program (NFIP) if they have been identified through the NFIP as having a Special Flood Hazard Area, and a Flood Hazard Boundary Map (FHBM) or Flood Insurance Rate Map (FIRM) has been issued. A

community that is withdrawn, on probation or suspended from the NFIP is not eligible to apply. **Any community that is not mapped is eligible for PDM funding.**

- Additional information can be found at <http://www.fema.gov/fema/csb.shtm> as to which communities are participating in the NFIP.
- All mitigation projects must meet a benefit/cost analysis (BCA) and an environmental review.
- The PDM program is a competitive grant program and, therefore, Federal award amounts are final. There will be no additional funding beyond the initial allocation. Cost under runs from one sub-grantee cannot be used to meet another sub-grantee's cost over run.
- Communities that meet the requirements for small and impoverished communities may receive **UP TO 90%** federal share for the cost of the hazard mitigation measure, but only if they meet all of the following criteria:
  - A community of 3,000 or fewer individuals that is identified by the state as a rural community, and is not a remote area within the corporate boundaries of a larger city;
  - Must be economically disadvantaged, with residents having an average per capita annual income not exceeding 80 percent of national per capita income, based on best available data. (The Department of Commerce, Bureau of Economic Analysis (BEA) website states that the per capita personal income for the United States in 2003 was \$31,619). More up to date information may be used. Please see the BEA web site at: <http://www.bea.doc.gov>;
  - Must have a local unemployment rate that exceeds by one percentage point or more, the most recently reported, average yearly national unemployment rate. (According to the U.S. Bureau of Labor Statistics (USBL), the average unemployment rate for 2004 is 6.0 percent.) Please see the USBL web site located at: <http://stats.bls.gov/>; and,
  - Must meet any other factors as determined by the State/Indian Tribe in which the community is located.

### **Project Information**

- Mitigation projects must primarily focus on natural hazards but may also address hazards caused by manmade forces.
- Funding is restricted to a \$3 million federal share cap.
- The following projects have been identified as eligible mitigation projects by the FEMA FY 2006 guidance. This is **not** a completed list. Other "out of the box" mitigation projects may be funded.
  - Voluntary acquisition of real property (i.e. structures and land, where necessary) for conversion to open space in perpetuity;
  - Relocation of public or private structures;
  - Elevation of existing public or private structures to avoid coastal or riverine flooding;
  - Structural retrofitting and non-structural retrofitting (e.g. storm shutters, hurricane clips, bracing systems) of existing public or private structures to meet or exceed applicable building codes relative to hazard mitigation;
  - Construction of safe rooms (tornado and severe wind shelters) for public or private structures that meet the FEMA construction criteria in FEMA 320 "Taking Shelter from the Storm" and FEMA 361 "Design and Construction Guidance for Community Shelters";
  - Vegetation management for natural dune restoration, wildfire or snow avalanche;
  - Protective measures for utilities (e.g. electric and gas); water and sanitary sewer systems and/or infrastructure (roads and bridges);
  - Stormwater management projects (e.g., culverts, retention basins) to reduce or eliminate long term risk from flood hazards;
  - Minor structural hazard control or protection projects that may include vegetation management, stormwater management (e.g., culverts, floodgates, retention basins), or shoreline/landslide stabilization;
  - Localized flood control projects, such as certain ring levees, bank stabilization, and floodwall systems, that are designed specifically to protect critical facilities (defined as Hazardous Materials Facilities, Emergency Operation Centers, Power Facilities, Water Facilities, Sewer

and Wastewater Treatment Facilities, Communications Facilities, Emergency Medical Care Facilities, Fire Protection, and Emergency Facilities) and that do not constitute a section of a larger flood control system; and,

- Any of the above mitigation projects for a critical facility, as defined above, may include the purchase of a generator or related equipment purchases (e.g., generator hook-ups) as a functional portion of the larger eligible mitigation sub-application, as long as the generator or related equipment purchase directly relates to the hazard(s) that threaten the critical facility.

Additional important information about this grant process, such as the grant guidance, benefit/cost analysis guidelines, etc., can be found on the FEMA website at [www.fema.gov/fima/pdm](http://www.fema.gov/fima/pdm).

Questions about the PDM or this project selection process should be directed to Ms. Karen Totzke, PDM Coordinator, at (517) 336-2622, e-mail [totzkek@michigan.gov](mailto:totzkek@michigan.gov) or Mr. Matt Schnepf, State Hazard Mitigation Officer at (517) 336-2040, email [schnepfm1@michigan.gov](mailto:schnepfm1@michigan.gov).

# DAMAGES BEFORE MITIGATION

**Applicant:** \_\_\_\_\_

**Project Title:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_ **Telephone Number:** \_\_\_\_\_

For the physical damage, please indicate what damage is being experienced, the cost of the damage, how often the damage occurs and how the cost of the damage was determined.

What is Damaged	Cost of Damage	How often does this damage occur	How was the cost determined

For loss of function, please indicate the service lost (electric power, potable water, or wastewater), the type of loss (complete or partial), the number of residents impacted, the length of the interruption and how often this loss occurs.

Service Lost (electric power, potable water, and wastewater)	Type of Loss (complete or partial loss)	Number or Residents Impacted	Length of Service Interruption	How often does this loss occur

For the detour damage, please indicate the average number of vehicles that travel the detoured road each day, the length (in time) of the detour, how long is the detour is in place, and how often the detour occurs.

Average number of vehicles that travel the detoured road each day	Length (in time) of Detour	How long is the detour in place	How often do the detours occur